1.   A methodology for imaging documents, said methodology comprising the steps of:

     (a) placing a label on an edge of at least one document, said label comprising a first part and a second part, said second part of said label comprising an ordered identifier and wherein said first part is located on the surface of said at least one document and said second part extends beyond said edge of said at least one document;

     (b) scanning said at least one document and said label to create an image, said image comprising a scan of both said document and said label; and

     (c) cropping said image to remove the portion of said image containing said second part of said label.

2.   The methodology of claim 1 wherein said first part of said label is transparent and said second part of said label is opaque.

3.   The methodology of claim 1 wherein said first part of said label is transparent and said second part of said label is transparent.

4.   The methodology of claim 1 wherein said ordered identifier is a number.

5.   The methodology of claim 4 wherein said number is a bates number.

6.   The methodology of claim 1 further comprising a quality control step

following said scanning step.

7.   The methodology of claim 6 wherein said quality control step comprises

verifying the integrity of said image with respect to said at least one document.

8.   The methodology of claim 6 wherein a plurality of documents are scanned and

said quality control step comprises verifying the sequence of the resulting images

with respect to said plurality of documents.

9.   The methodology of claim 8 wherein said quality control step further

comprises verifying the integrity of said resulting images with respect to said plurality

of documents.

10.   The methodology of claim 7 wherein said verification employs optical

character recognition.

11.   The methodology of claim 1 wherein said label is affixed to the bottom edge

of said at least one document.

12.   The methodology of claim 1 wherein said label is affixed to the top edge of said at least one document.

13.   The methodology of claim 1 wherein said label is affixed to said edge of said document using a removable adhesive.

14.   The methodology of claim 1 wherein said label is rectangular.

15.   A label for use in connection with the imaging of a plurality of documents, said label comprising:

a first portion with an ordered identifier marking;

a second portion adjacent to said first portion, said second portion being transparent;

an adhesive material on one surface of said second portion permitting said label to be affixed to one of said plurality of documents.

16.   The label of claim 15 wherein said first portion is opaque.

17.   The label of claim 15 wherein said first portion is transparent.

18.   The label of claim 15 wherein said adhesive material is located on a front surface of said second portion of said label and wherein said label is affixed to the backside surface of each of said plurality of documents.

19.   The label of claim 15 wherein said adhesive material is located on a back surface of said second portion of said label and wherein said label is affixed to the frontside surface of each of said plurality of documents.

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